How to make your EU login account ready to log in using 2-factor authentication

Instructions for researchers requesting access to European microdata released by Eurostat

Contents

1) Introduction ........................................................................................................................................... 1
2) How to create an EU Login ...................................................................................................................... 2
3) How to add the mobile phone to your EU Login account ................................................................. 4
4) Logging in to microdata access system ................................................................................................. 6
5) Changing mobile phone number in your EU login account ............................................................ 6
6) Changing email in your EU login account ............................................................................................. 7
7) Managing your EU login account ......................................................................................................... 8

1) Introduction

In order to apply for microdata and follow your application in the system you need to have EU login account allowing 2-factor authentication. It means the system identifies you with the password and with additional personal device, i.e. mobile phone.

If you already have your EU login account, go directly to step 3. In step 3 we will show you how to add your mobile phone to your EU login account to allow login with 2 factor authentication (required to create the research proposal and access your application in the microdata workflow tool).

In step 2 we will show you how to create EU login account.
2) How to create an EU Login

You can create EU login account in two ways:

- Go to https://webgate.ec.europa.eu/multisite/microdata/, click on EU login and choose “Create an account” option.
- Go to https://webgate.ec.europa.eu/cas/login and choose “Create an account”

Fill in the form.

For the microdata access system we only accept EU logins linked to professional email addresses (NOT ACCEPTED: gmail, yahoo, hotmail or similar private addresses). If for some reasons professional email address cannot be used, please provide details on your organisation (research entity) when asking for unblocking your account (see step 4).
After you click “Create an account” you will see a message on the screen and you will receive an e-mail confirmation (please check your e-mail).

By clicking on the link in the e-mail, you are prompted to choose a password.
3) How to add the mobile phone to your EU Login account

Now you have your EU login created but without your mobile phone registered. To create the research proposal and/or access your application in the microdata workflow tool you need the EU login allowing us to authenticate you via password and via the other devise, i.e. mobile phone.

To register your phone you must go to your EU login account. Follow this link: https://webgate.ec.europa.eu/cas/login and log in with your “Password” (choose Password as a verification method).

Go to Settings, My account.
Add your phone number
You will receive a challenge code on your phone.

4) Logging in to microdata access system

Now you can go back to our site https://webgate.ec.europa.eu/multisite/microdata/ and log in using the 2 factor authentication.

If your account is blocked (despite successful authentication with the mobile phone), please contact us: estat-microdata-access@ec.europa.eu. You must try to log in first, before writing to us. After your first login, we will be able to find you in the system and unblock your account. We cannot unblock your account before your first attempt to log in via https://webgate.ec.europa.eu/multisite/microdata/.

For the microdata access system we only accept EU logins linked to professional email addresses (NOT ACCEPTED: gmail, yahoo, hotmail or similar private addresses). If for some reasons professional account cannot be used for using microdata access workflow tool, please provide details on your organisation (research entity) when asking for unblocking your EU login account.

5) Changing mobile phone number in your EU login account

If you cannot receive SMS challenge on the current GSM (your number has changed or your device was lost or stolen, go to https://webgate.ec.europa.eu/cas/login and log in using password as verification method (see step 3). Go to “Settings” and “My Account”. Choose the “STOP – Delete all my devices and EID ‘PANIC’” button via the menu. This action will remove from the account all the mobile phone numbers that were associated. To register the new number, follow step 3.
6) Changing email in your EU login account

If your e-mail related with EU login account changes you must update the information in two systems:

1. EU login
2. CIRCABC system.

To update your e-mail in EU login:

- Go to https://webgate.ec.europa.eu/cas/userdata/ShowDetails.cgi
- Go to settings, My account
- Modify my personal data
- Change your email
- Click on Submit

To update your e-mail in CIRCABC system (synchronized with S-CIRCABC system):

- Go to https://circabc.europa.eu/ui/welcome
- Log in with your previous e-mail (and click on settings)
- Click on “My account”

- Click on refresh data from central user DB (at the bottom of the page)
7) Managing your EU login account

If you want to manage your account or change your password, you can go to the following URL: https://webgate.ec.europa.eu/cas/login. After successfully authenticating, you will have a "Change password" and a "My Account" entry in the menu at the top right corner. From there, you can change your personal information or provide additional devices for authenticating in a more secure way.

Write to us if you still have questions after reading this tutorial:

Microdata access team in Eurostat: estat-microdata-access@ec.europa.eu

Central EU login helpdesk (for technical issues with EU login, not linked with using Eurostat microdata workflow tool): https://webgate.ec.europa.eu/cas/contact.html